



# ANNUAL REPORT

## 2022



# City of Countryside



Sean R. McDermott  
MAYOR

Elizabeth A. Kmet  
CITY CLERK

Courtney Bolt  
TREASURER

ALDERMEN  
Mark G. Benson  
John Finn  
Thomas Frohlich  
Thomas A. Mikolyzk  
Scott Musillami  
John Von Drasek

February 1, 2023

Dear Mayor and City Council:

On behalf of the City employees, I am pleased to present the eleventh Annual Report of City operations. This report contains a summary of responsibilities of each board and committee and the major items considered during 2022.

This report also highlights each department (other than police). Department staff are featured along with each department's primary responsibilities. A listing of the major accomplishments this year are noted by department. Some of the major highlights include:

- The Finance Committee recommended no property taxes for 2022, ninth year in a row;
- Issued Series 2022 Pension Obligation Bonds which reduced future pension funding obligations by just over \$6.3 million which will create net economic value to the City of just under \$4 million;
- Standard & Poor's confirmed the City's AA credit rating stating the City has strong management and good financial policies and practices and is consistently supported with strong budgetary performance;
- Received both the Certificate in Achievement for Financial Reporting and the Distinguished Budget Award which reflects the City Council and staffs ongoing commitment to meeting the highest principles of governmental accounting and budgeting;
- Issued 634 permits with a construction value of \$18,159,132 which is an increase of 40% from 2021. This shows the confidence both businesses and homeowners have investing in Countryside;
- Completed installation of a new 20" transmission water main to replace the 16" main currently in place to improve service and reliability to our customer towns, Indian Head Park and La Grange Highlands;
- Purchased a new SCADA system for the water system to continue to provide accurate reporting and reliable system operations;
- 2022 street resurfacing plan included Natasha Court, Longview Drive (north), Longview Drive (south) and 59<sup>th</sup> Street;
- Gas card promotion gave away 1,601 gas cards to assist residents during the time of high gas prices and overall inflation;
- A new program called Active August was initiated to get employees both physically and mentally active;
- Two new events were held the Back to School Wellness Fair and the Bluegrass and Brews festival both well attended;
- Installed 3 butterfly/pollinator gardens within the City and held a seed give-away event; and
- Flagg Creek Golf Course replaced their irrigation pump station, installed a pollinator garden and resurfaced the parking lot.

All department heads and their staff are committed to providing excellent services in the most cost effective manner for the taxpayers. On behalf of the employees, thank you to the City Council for your continued support.

Sincerely,

*Gail Paul*

Gail Paul  
City Administrator

Cc: City Department Heads  
Board/Committee Chairperson

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## OVERVIEW

The City of Countryside was incorporated in 1960. It is located in Cook County, approximately 15 miles southwest of Chicago, Illinois. The City is home to a population of 6,420 residents and over 400 businesses.

The City of Countryside is a home-rule community as defined by the Illinois Constitution. As a home-rule community, the City may exercise any power and perform any function pertaining to its government and affairs.

The City operates under a City Administrator form of government. Six Aldermen are elected from three wards for alternating four-year terms, three elected every two years. The Mayor, City Clerk, and Treasurer are elected at large for four-year terms. A professional Administrator manages the daily operations and is appointed by the Mayor with the advice and consent of the City Council. The City Administrator directs and oversees all departments except for the police department which is managed by the Chief of Police.

The City has 55 full-time employees. The City provides many services including police protection, streets and highways, water distribution, public improvements, planning and zoning, recreation, and general administrative services. The City provides sanitary sewer services to a portion of Ward 2. The remainder of the City is serviced by the South Lyons Sanitary District, a separate taxing body. The City provides water service to all areas of the city other than the "Triangle" area of Ward 3 which gets its water from LaGrange Highlands. Fire services are provided by the Pleasantview Fire Protection District, another separate taxing body.

The City Council is the governing body. They get input and recommendations from various boards and committees but it is the City Council that has the ultimate authority. This report includes a summary of the responsibilities of each committee/board and the major items taken under consideration by each during 2022.

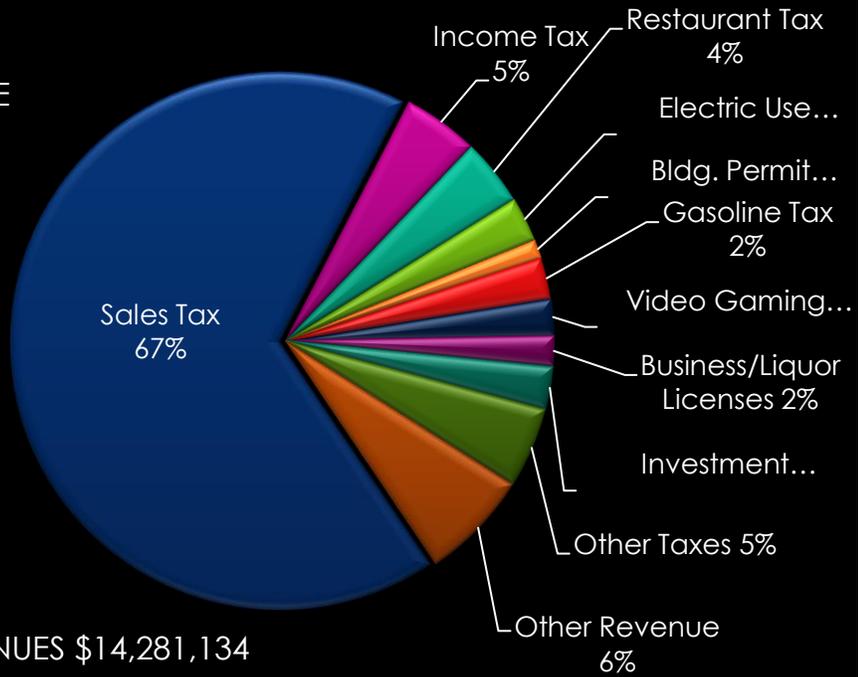
After the City Council sets policies it is up to the staff to implement these policies. This report covers the responsibilities and accomplishments of departments including the Administrator's Office, Clerk's Office, Community Development Department, Finance Department, Department of Public Works, including the Water and Sewer Division, and Flagg Creek Golf Course. (Police Department operations are covered by a separate annual report.)

The next page includes charts which show the City's FY 22 budgeted revenues and expenditures for its general fund operations. The majority of general fund revenues come from sales taxes which represents 67% of total revenues. The City's strong sales tax base enabled the property tax levy to be completely abated again this year. 6% of revenue is classified as "Other". This category includes grants, operating transfers from other funds, profit-sharing from Flagg Creek Golf Course, excess reserves from the City's insurance pools and fees paid by businesses in lieu of sales taxes.

The expenditure chart shows that the largest portion of revenues is dedicated to police services at 28%. Debt service represents 17% of the general fund budget. Although a relatively high percentage, the annual debt service payments have been abated due to the City's high sales tax revenue. Pension contributions for all City employees including police are accounted for separately and represents 11% of the general fund budget. Sales Tax Sharing Incentives represent 5% of the general fund expenditures. These incentives are utilized by the City Council to entice new businesses to locate within our limits or to incentivize current businesses to expand, thereby generating more sales taxes. The "Other Services" category includes boards/committees and information technology services/equipment.

## GENERAL FUND REVENUES - FY 2022

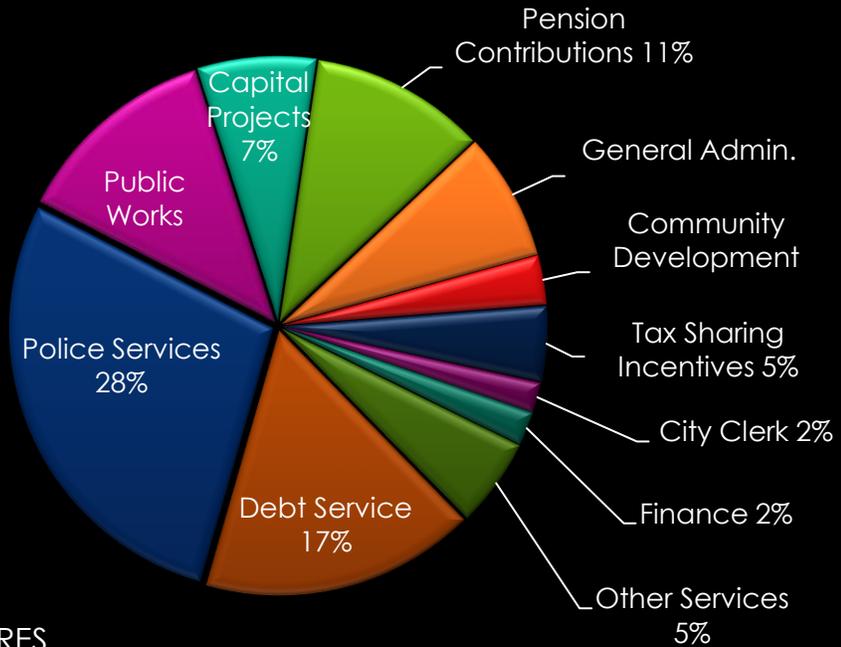
WHERE THE MONEY COMES



TOTAL REVENUES \$14,281,134

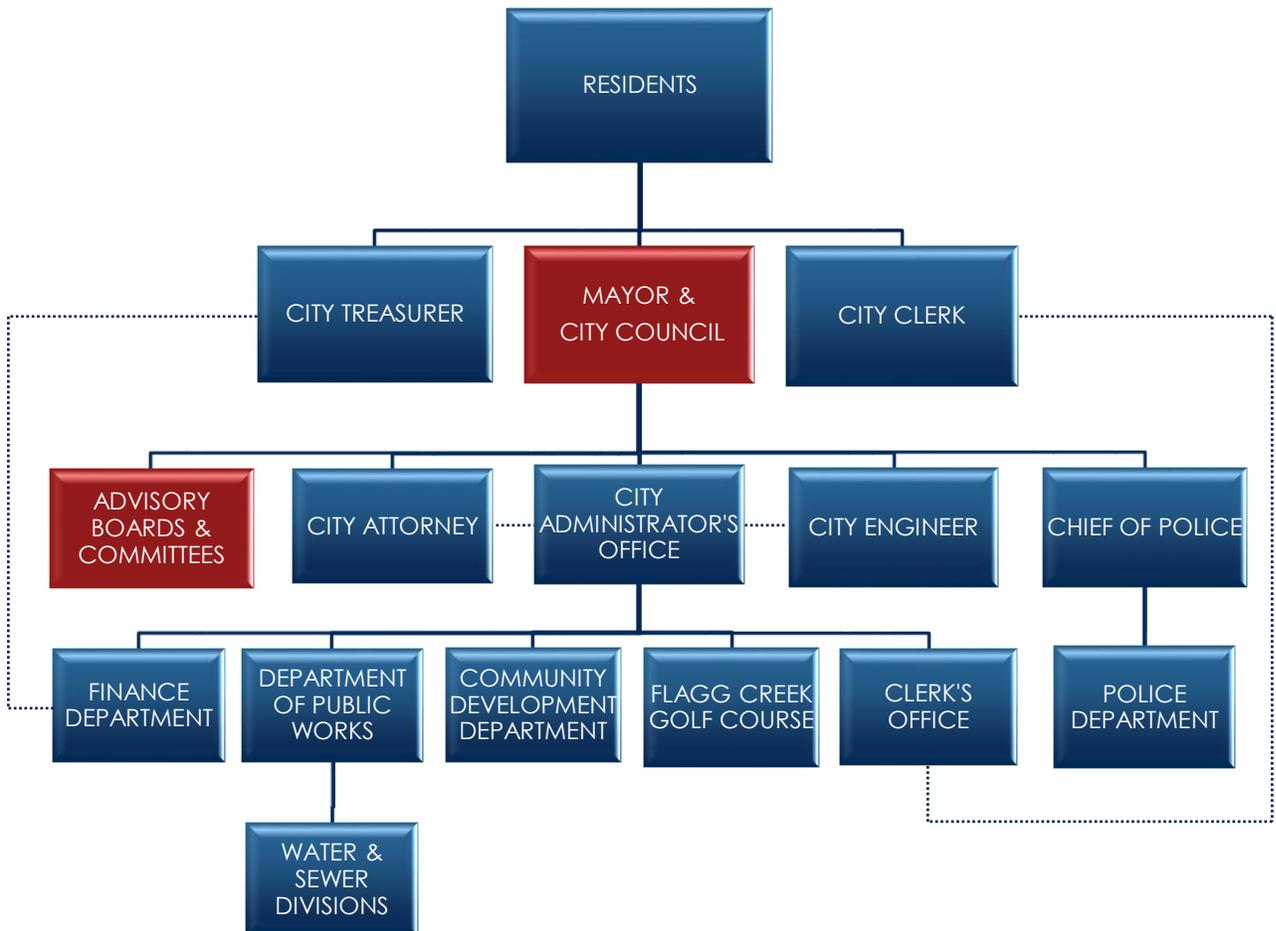
## GENERAL FUND EXPENSES - FY 2022

WHERE THE MONEY



TOTAL EXPENDITURES

# CITY OF COUNTRYSIDE – ORGANIZATIONAL CHART



THIS SECTION SUMMARIZES RECOMMENDATIONS MADE BY THE ADVISORY BOARDS AND COMMISSIONS TO THE CITY COUNCIL FOR REVIEW AND FINAL ACTION.

## **BOARD OF FIRE & POLICE COMMISSION**

**Mary Lou Pisone - Chairman**

**Edward Carter - Secretary**

**Michael Wilson - Commissioner**

**Erik Peck - Attorney**

The **Board of Fire and Police Commission** consists of 3 members who shall be appointed by the Mayor with consent of the City Council. They shall serve for terms of 3 years.

The Board shall appoint all sworn officers of the Police Department of the City, except the Chief of Police, who shall be appointed by the Mayor. The Board, in accordance with the applicable provisions of the statute, shall make such rules, appointments and removals, it shall have such other and further powers and duties as are contained in 65 Illinois compiled Statutes 5/10-2.1-1 through 5/10-2.1-29.

The Board shall hold hearings on any charges brought against any police officer, except the Chief of Police, as provided by statute.

The Board of Fire and Police Commission met 4 times during 2022. The most significant items reviewed by the committee include:

- The board amended the Board of Fire and Police Commission Rules and Regulations regarding the award of Veteran Preference Points by adopting the current state code for Original Appointment and Promotional Preferences.
- Hired one Patrol Officer, Ian Dziallo.
- One new commissioner, Michael Wilson was appointed to the Board. He replaced commissioner Bryan White.
- Commissioners Carter and Wilson attended training sponsored through the Illinois Fire & Police Commissioners Association as part of their police commissioner's certification.

# ECONOMIC DEVELOPMENT COMMITTEE

Alderman John Von Drasek - Chairman

Alderman Mark Benson

Alderman John Finn

The **Economic Development Committee “EDC”** shall review and make recommendations to the full City Council regarding all aspects of economic and community development, including, but not limited to: economic development planning, marketing, business attraction, business retention, incentive programs, special districts, housing development plans, and redevelopment agreements.

The EDC met twice during 2022. The most significant items reviewed include:

- Hoffmann Alpha Omega Development, LLC presented a development proposal in 2020 to the committee. The proposal combines a residential property on 71<sup>st</sup> Street in Countryside and a vacant commercial property on 71<sup>st</sup> Street in Hodgkins into a tax producing commercial development. The project includes a hotel, restaurant, fueling station and convenience store. This development was discussed at several meetings and required the recommendation of an intergovernmental tax sharing agreement with the Village of Hodgkins and a Redevelopment Agreement (RDA) between the City of Countryside, Village of Hodgkins and Hoffmann Development. The City Council approved the agreements in 2020. Unfortunately with the pandemic, the development did not get underway in 2021 and deadlines were missed. The City Council revoked the RDA this year. Staff met with the developer at year end to try and resolve the defaults. The RDA was amended in 2022 to revise various deadlines.
- Luka Travel Mart presented a proposal to redevelop the old city hall property. Their proposal included a vehicle fueling station, convenience store and out-lot on the north end of the property. The south end of the property includes a two-story multi-tenant property. The committee was receptive to the development but wanted information on the tenants before they agreed to sell the property. Staff worked with the developer throughout 2021. At the end of the year they had a specialty grocer and a brewery committed to the project. Staff began negotiating an RDA with the developer in 2022 which will be brought back to the committee when it is finalized in 2023.



<b>FINANCE COMMITTEE</b>
<b>Alderman John Finn - Chairman</b>
<b>Treasurer Courtney Bolt</b>
<b>Alderman Thomas Frohlich</b>
<b>Alderman Thomas Mikolyzk</b>

The **Finance Committee** focuses on any and all matters related to or affected by the City's finances. This includes, but is not limited to: budgeting, auditing, financial reporting, debt issuance (borrowing), accounts payable, accounts receivable, cash flow forecasting, investments and financial analysis.

The Finance Committee met 7 times during 2022. The most significant items reviewed and/or recommended by the committee include:

- The Finance Director presented detailed projections for fiscal year 2022 which included a general fund surplus in excess of \$2.5 million. This result was achieved from conservative budget practices and a strong local economy.
- The committee chose to reallocate the projected surplus to accelerate police pension funding and to create capital reserves and budgetary flexibility for fiscal year 2023.
- The committee proposed abatement ordinances to the City Council for all outstanding general obligation bonds to affect the elimination of a property tax levy for the ninth consecutive budget year while maintaining a balanced operating budget.
- The committee approved, and the City Council concurred, with first amendments to the water tower lease agreements with Verizon Wireless and T-Mobile. The lease extensions secured up to \$3.8 million in future lease payments to the City.
- Presented periodic economic indicators and reports to explain their effect on investment returns including but not limited to Federal Reserve meeting actions and related minutes.
- Modeled and updated 15-year capital replacement plans for all departments and the Flagg Creek Golf Course Fund. Reviewed long term replacement plans in the Water Fund with the City Engineer.
- Reviewed independent actuarial reports and assumptions affecting the City's contribution to the Police Pension Fund in conjunction with the City Treasurer.
- In conjunction with Mesirow Financial presented a Police Pension Funding Model to achieve a 100% funding level with the issuance of Series 2022 Pension Obligation Bonds. Committee recommended the Series 2022 Bond Ordinance to the City Council.
- Reported to the committee on the investment of pension bond proceeds (post issuance) including prospective contribution amounts and the timing of transfers to the consolidated police pension investment fund based on forecasted market conditions and investment indications.

# **FLAGG CREEK GOLF COURSE BOARD**

**Park District – Michael Natale - Chairman**

**City - John Finn**

**City - Thomas Frohlich**

**Park District – Gary Reichert**

**Park District – Frank Urban**

The **Flagg Creek Golf Course Board** was designed to provide equitable representation from both the City of Countryside and the Pleasant Dale Park District. The purpose of the board is to oversee the general administration of the golf course. The Board reviews the monthly rounds reports, financial statements and the monthly expenditures report. The Board also reviews any capital projects recommended for improvement to the golf course's infrastructure.

The Flagg Creek Golf Course Board met 12 times during 2022. The most significant items reviewed by the committee include:

- After a staff presentation and discussion on comparable golf course fees, the board approved an increase in non-resident greens fees of \$2, and an increase in driving range bucket prices from \$1 to \$3 based on size.
- The board authorized several major capital projects including the complete resurfacing of the parking lot, installation of new pollinator garden at front entrance, and equipment replacements while still generating a profit sharing distribution to its members in excess of \$230,323.
- The capital commitments authorized by the board reduced maintenance costs on aging equipment, promoted operational efficiencies, and enhanced the customer experience. New batteries were installed in 9 golf carts this year extending the lives of the carts.
- At the recommendation of staff, the board approved a new 5-year deal with an increase to the Golf Pro rental contract to adequately share in the contractor's growth thus making the contract more equitable to the golf course.
- Presented to the board the annual financial report which received an unmodified opinion from our independent auditors. Presented the management letter with no findings and no adjusting journal entries.

## HUMAN RESOURCES COMMITTEE

**Alderman Tom Mikolyzk - Chairman**

**Alderman Tom Frohlich**

**Alderman Scott Musillami**

The **Human Resources Committee “HR”** shall review and make recommendations to the full City Council regarding, but not limited to: all personnel matters involving employees and officers of the city and to perform other such duties as may be requested by the Mayor or City Council.

This committee is comprised of three aldermen. The committee met 4 times during 2022. Items reviewed by the committee include the following:

- Job descriptions were updated and approved for the City Administrator, Finance Director, Senior Accountant, Public Works Maintenance Worker 2, Public Works Lead Water Plant Operator, and Public Works Water Plant Operator.
- Recruitments were conducted for Golf Course Superintendent and Public Works Maintenance Worker I. Committee members participated in the interviews and made recommendations to the City Council for final approval.
- A resolution was recommended to the City Council approving the Collective Bargaining Agreement between the City of Countryside and the Illinois Fraternal Order of Police, Labor Council, Representing Countryside Lodge No. 37 Bargaining Unit A: Patrol Officers and Bargaining Unit C: Sergeants for the period of May 1, 2022 – April 30, 2025.
- The Committee approved a new program called Active August. The purpose of the program was to get employees both physically and mentally active during August. Employees had the options to bowl, golf, play bags, do a craft, participate in yoga or take a walk.
- This committee also met multiple times in executive session to discuss personnel including disciplinary actions and commendations.

<b>INFRASTRUCTURE COMMITTEE</b>
<b>Alderman Mark Benson - Chairman</b>
<b>Alderman John Finn</b>
<b>Alderman Scott Musillami</b>

The **Infrastructure Committee** shall review and make recommendations to the full City Council regarding public improvements and infrastructure, including, but not limited to: maintenance and associated operations of street lighting, the storm sewer system, non-regulatory signs, City owned buildings/property, infrastructure-related agreements, and capital improvement planning; and proposed amendments, from time to time, of the following titles of this code: title 7, chapters 1 – 4 and 8 – 11 concerning public ways and property; title 8, building regulations; title 9, subdivisions; and title 10, zoning and the comprehensive plan.

The Infrastructure Committee met 5 times during 2022. The most significant items reviewed by the committee include:

- Reviewed the Street/Alley Conditions Map and recommended three streets to be included in the City’s 2022 Street and Alley Resurfacing Plan, see **EXHIBIT A**.
  1. Natasha Court – from Willow Springs Road to the east limit
  2. Longview Drive (North) – from Brainard Avenue to 59<sup>th</sup> Street
  3. Longview Drive (South) – from 59<sup>th</sup> Street to Brainard Avenue
  4. 59<sup>th</sup> Street – from Brainard Avenue to Kensington Street
  
- Approved a contract with Tria Architecture for the Public Works Space Needs Analysis study. In January, the committee reviewed the status of the roof and brick façade work at the Public Works building. The committee determined that the cost to fix the building was greater than the longevity of the building and directed staff to put together a Request for Qualifications for a Space Needs Analysis for a new Public Works facility.
  
- The Mayor, City Engineer, and City Administrator met with the Metropolitan Water Reclamation District (MWRD) regarding drainage issues in the City. MWRD has been working with IDOT on building a larger sewer down 55<sup>th</sup> Street which will run from Plainfield Road to East Avenue. MWRD conducted a drainage study which included recommendations for Kensington Avenue, Ashland Avenue, Catherine Avenue, Madison Avenue, and Bob-O-Link at 7<sup>th</sup> Avenue.
  
- The Illinois Environmental Protection Agency mandated that all municipalities provide a complete inventory of their water services that are connected to its distribution system to identify any lead pipes. There are currently 1,557 services in the City’s system. Surveys were sent out to all residents and businesses to identify lead pipes.
  
- Authorized the purchase of a new SCADA system from Automatic Control Services. The existing SCADA system was installed in 2005 and was in need of replacement.
  
- Recommended a contract with Go Painters for the sandblasting and painting of the fire hydrants in Ward 2. All 188 hydrants were painted in 2022.

<b>PLAN COMMISSION / ZONING BOARD OF APPEALS</b>	
<b>Robert Schwarz - Chairman</b>	
<b>Tina Grotzke - Secretary</b>	
<b>Danielle Edenfield</b>	
<b>Thomas Geraghty</b>	
<b>Jonathan Gertsmeier</b>	
<b>Marco Gutierrez</b>	
<b>Stephen Kehr</b>	
<b>Ron Ward</b>	
<b>Bryan White</b>	

The **Plan Commission/Zoning Board of Appeals** (PC/ZBA) consists of 9 commissioners. The Mayor appoints 3 commissioners from each of the 3 wards in the City of Countryside, with the advice of City Council. The purpose of the commission is to permit municipalities to vary the requirements of the Zoning Ordinance. Variations should be granted solely to provide relief under unusual considerations.

The PC/ZBA met 11 times during 2022. The most significant items reviewed include:

- Recommended approval to grant a special use permit (Alyssa Harling - School of Irish Dance) to permit a dance school at 919 W. 55<sup>th</sup> Street, Unit #B in the B-2 Zoning District.
- Recommended approval to grant a special use amendment (Jim Williams - ImageFX) to permit the removal/replacement of the existing freestanding sign and installation of a new freestanding sign with additional signage. Also, recommended approval to grant variances to permit the placement of an Electronic Variable Message sign on a freestanding sign instead of a monument sign to be located less than 200' from a residential use at 5300 S. LaGrange Road in the B-3 Zoning District.
- Recommended approval to grant a special use permit (Favian Calvillo - Empire Auto) to permit an automobile service facility at 6501 Joliet Road in the B-1 Zoning District.
- Recommended approval to grant a map amendment to update the Zoning Map to reflect all the zoning changes that occurred in the prior year (2021).
- Recommended approval to grant a special use permit (The Ballet Tutor LLC - West Suburban Ballet Conservatory) to permit a dance school at 915 W. 55<sup>th</sup> Street in the B-2 Zoning District.

<b>PLAN COMMISSION/ZONING BOARD OF APPEALS CASES</b>		
	<b>2022</b>	<b>2021</b>
<b>Month</b>	<b>Cases</b>	<b>Cases</b>
<b>January</b>	3	3
<b>February</b>	1	1
<b>March</b>	2	2
<b>April</b>	3	0
<b>May</b>	3	2
<b>June</b>	1	0
<b>July</b>	3	1
<b>August</b>	1	1
<b>September</b>	0	2
<b>October</b>	1	1
<b>November</b>	4	1
<b>December</b>	2	3

- Recommended denial to grant preliminary/final plat of resubdivision (Luka Travel Center 1, LLC) to subdivide a portion of the property at 5550 East Avenue into 2 lots (Lots 1 & 2). In addition, recommended denial to grant a special use to permit a Planned Unit Development in order to construct a business development of commercial uses (automobile service station, drive-through facilities, and outdoor patios) at 5550 East Avenue in the B-3 Zoning District. The City Council did not concur with the PC/ZBA's recommendations and instead voted to approve the requests.



- Recommended approval to grant a variance (Melanie Bagley - Woodmont Company) to increase the allowable height requirement for channel lettering on an awning from twenty-four (24) inches to thirty-six (36) inches for the installation of a new awning sign for the Kiddie Academy.



- Recommended approval to grant a special use permit (Dragica Dubrova - Roka Bakehouse) to permit the establishment of an outdoor patio in front of the existing business in the B-1 Zoning District.

- Recommended approval to grant a text amendment to the Zoning Code to eliminate "Schools" as a permitted use in the R-7 Zoning District.

- Recommended approval to grant a text amendment to the Zoning Code to allow "Animal Daycare/Kennels/Boarding" as a use by special use in the B-1 Zoning District.

- Recommended approval to grant a special use permit (The Ballet Tutor LLC - West Suburban Ballet Conservatory) to permit a 2<sup>nd</sup> location and expanded dance school at 919 W. 55<sup>th</sup> Street, Unit #A in the B-2 Zoning District.



- Recommended approval to grant a text amendment to the Zoning Code to allow "Commissaries" as a use by special use in the B-3 Zoning District.

- Recommended approval to grant a special use (Angel Smith-Woods) to permit a day care center/nursery school (Creative Academy) at 6525-6535 Joliet Road in the B-1 Zoning District.



- Recommended approval to grant a special use (Avis Budget Car Rental, LLC) to permit an automobile rental establishment (Avis Budget Car Rental) at 9665 West 55<sup>th</sup> Street in the B-3 Zoning District.



- Recommended approval to grant a special use (T. Alexander Holdings, LLC) to permit an automobile service use (Highline Automotive). Also, recommended approval to grant a variance to reduce the perimeter landscape area from the minimum required five (5) feet to one (1) foot for the construction of an access drive at 9665 West 55<sup>th</sup> Street in the B-3 Zoning District.

<b>POLICE PENSION BOARD</b>
<b>Louis Moravecek - President</b>
<b>Brendan Gleespen - Vice-President</b>
<b>Brandon Edenfield - Secretary</b>
<b>Dave Schutter - Assistant Secretary</b>
<b>Agostino Alonzo - Trustee</b>

The **Police Pension Board** consists of 5 members. Two members of the Board shall be appointed by the Mayor, the third and fourth members of the Board shall be elected from the active members of the Police Pension Fund, and the fifth member shall be elected by and from among the beneficiaries of the Police Pension Fund.

The Police Pension Board met 4 times during 2022. The most significant items reviewed by the committee include:

- Discussed and approved annual audit, compliance, and actuarial reports and valuations. Reviewed and approved renewal of fiduciary insurance policy.
- Reviewed market conditions and asset allocations in investment portfolio with the fund’s consultants on a quarterly basis. Directed reinvestment of principal, interest, and dividends on the fund’s various investment assets.
- Reviewed potential liquidation requirements pursuant to the turnover of fund assets (which occurred in October of 2022) to the newly formed Illinois Police Officers’ Pension Investment Fund (IPOPIF).
- Quarterly reports and updates were given by the fund’s counsel relative to IPOPIF developments, timelines, and pending/continuing litigation.
- Discussed and developed a cash management policy to guide future reserve levels and withdrawal requests from IPOPIF assets to ensure timely payments of retiree pension benefits.
- The board approved resolutions to name fund President Lou Moravecek, and fund Trustee/City Finance Director Dave Schutter as authorized agents of the Countryside Police Pension Fund pursuant to the transition of assets to the IPOPIF.
- Authorized agents have the authority to perform cash management functions (accept deposits and request withdrawals) from the funds pooled investment assets at the IPOPIF.
- Reviewed and approved benefit calculations for retiring officers and memberships into the fund from new officers. Annually reviewed statutorily required cost of living increases for pensioners and surviving spouse/dependent beneficiaries.

## SPECIAL EVENTS COMMITTEE

Alderman Scott Musillami - Chairman

Alderman Mark Benson

Alderman Von Drasek

The **Special Events Committee** shall review and make recommendations to the full City Council regarding, but not limited to, capital planning for the City's park system and planning special events, such as: Winterfest, Easter Egg Hunt, Summer Concert Series, and the Children's Christmas party.

The Special Events Committee met 3 times during 2022. The most significant items reviewed by the committee include:

- The Back to School Outdoor Wellness Fair/Celebration and Neighborhood Festival was held the Saturday prior to school starting in August. This event was held at Ideal School Park and the City partnered with School District 105 on this first time event. Participants received a back pack filled with back to school items, and each family was also provided with hygiene kits and a box of fresh fruits and vegetables donated from the Greater Chicago Food Depository.
- The Bluegrass and Brews Festival was held at Countryside Park in August. This first time event featured two local breweries, food trucks, and three bluegrass bands that played from 3:00 p.m. to 9:00 p.m.
- Met with Designer Event Chicago regarding the City's summer concert series. Eight concerts were held during the months of June through August, and a fireworks show was held at the end of the series.



# SUSTAINABILITY COMMITTEE

Alderman Scott Musillami - Chairman

Alderman John Finn

Alderman Tom Mikolyzk

The **Sustainability Committee** is a new committee responsible for creating a sustainability plan for education and awareness, implementation of sustainability programs, assisting City operations, to consider, recommend, and administer appropriate sustainability programs and initiatives.



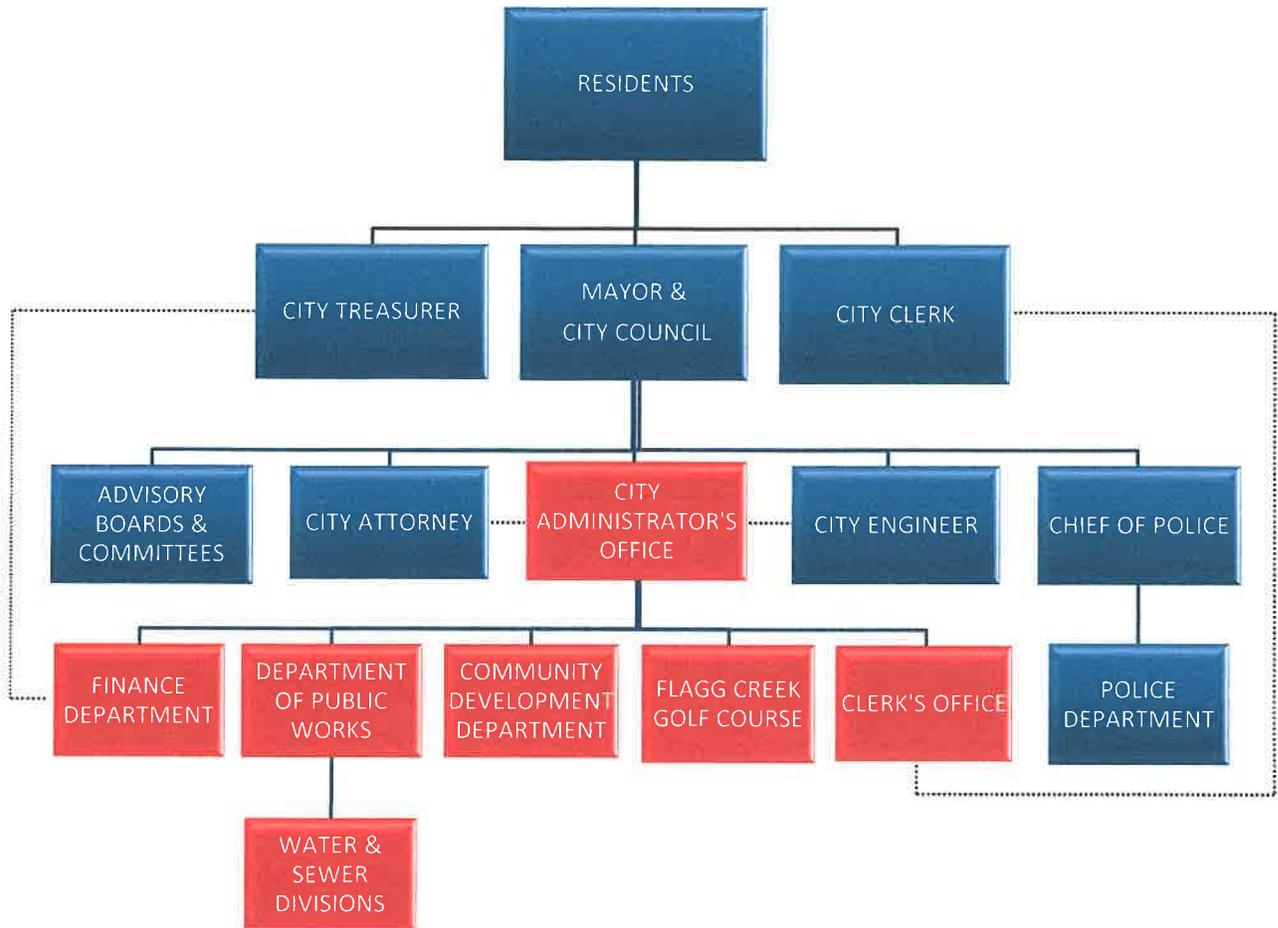
**COUNTRYSIDE**  
LEADING THE WAY IN SUSTAINABILITY

The sustainability committee met 3 times during 2022. The most significant items reviewed by the committee include:

- In 2021, the Sustainability Plan was recommended by the committee to the City Council for final approval. The Greenest Region Compact's framework is an exhibit to the plan and serves as the committee's roadmap moving forward. The committee met in January, 2022 to review the 2021 accomplishments and to prioritize sustainable actions for the next 18 months.
- The committee discussed an alternative electric aggregation program. This program would allow residents and small businesses the option to purchase renewable energy at the ComEd rates. This program provides a payback to the community. These funds could be used by the sustainability committee to implement new programs and provide incentives or educational materials to the public. The committee recommended implementation of the program as it will not cost more than the ComEd rate. This program was implemented in 2021. In 2022, the City was recognized by the EPA as a Green Power Partner.
- The committee discussed the Openlands Grant for pollinator/butterfly gardens throughout the City. The committee reviewed several sites and determined 3 would make the biggest impact to the community: front entrance to Flagg Creek Golf Course, north end of Countryside Park, and the detention area along the walking path by Ideal School. These gardens were installed in 2022.
- The landscape architect hired for the pollinator/butterfly gardens developed a brochure with 3 different layouts for gardens for our residents. The City got the seed mixes for all three layouts (shade, sun and moist gardens) and gave the seeds away free of charge to residents, businesses, and property managers. It was a very successful program.
- The committee recommended taking the National Wildlife Federation's Mayor's Monarch Butterfly Pledge. This pledge shows the City's commitment to increase the monarch butterfly population. In conjunction with the pledge, the City installed educational signage at the pollinator/butterfly gardens, educated the public about the decline in the monarch population, and encouraged the planting of monarch gardens including hosting a seed giveaway event as mentioned above.



# CITY OF COUNTRYSIDE – ORGANIZATIONAL CHART



THIS SECTION OF THE REPORT INCLUDES ALL THE DEPARTMENTS SHOWN ABOVE IN RED AND THEIR MAJOR ACCOMPLISHMENTS FOR THIS YEAR.

## Administrator’s Office

This office is comprised of 3 full-time employees; the City Administrator, the Assistant City Administrator and the Executive/Human Resources Assistant. The role of this office is to provide leadership, direction and vision to the City departments. This office is responsible for the general oversight of all City operations other than police.



**City Administrator, Gail Paul** has lead this office since 2010. With over 30 years of government experience, she serves as the City Council’s chief advisor. Her primary responsibilities include oversight of all City departments other than police, implementation of City ordinances and resolutions, risk management, human resources, union negotiations, litigation, and public relations.

In addition to the duties above, the City Administrator oversees all economic development activities. The activities include recruiting new businesses, business retention, negotiating redevelopment agreements, and promoting a positive business climate. Gail works with the Community Development Department staff to accomplish these tasks. Highlights will be covered in the Community Development Department section.

**Sharon Peterson, Deputy Clerk/Assistant City Administrator** has direct supervision of the Clerk’s Office. She oversees all the City’s special events and serves as the delegate for the City’s insurance pool. Sharon assumes the Administrator’s duties in Gail’s absence.



**Sue Dignin, Executive/Human Resources Assistant** works closely with the Administrator and Assistant City Administrator in carrying out the duties of this office. She oversees employee benefits, and serves as the City’s claim coordinator for insurance purposes. Sue also coordinates the compilation of Countryside Connections, the City’s quarterly newsletter, and serves as the staff liaison to the Board of Fire and Police Commission.

### Human Resources

The human resource functions of this office include hiring, disciplining and firing employees, City-wide training, and the administration of all employee benefit programs including health, dental, life insurance, flexible spending account, IMRF pension fund, and two 457 deferred compensation plans. Retirees are allowed to stay on the medical plan at a higher contribution rate.

BENEFIT PROGRAM	SINGLE	FAMILY
Health Insurance	24	52
Dental Insurance	26	57
Life Insurance	54	
Flexible Spending	5	
457 Plan	22	
<b>TOTAL</b>	<b>131</b>	<b>109</b>

The City belongs to the Intergovernmental Personnel Benefit Cooperative (IPBC) which is a cooperative established by units of local government in Illinois to administer some or all of the personnel benefit programs offered by the participating members. The IPBC acts as a public entity risk pool to receive, process and pay such claims as may come with the benefit program of each participating unit. All units participating in the cooperative pool their risks and funds and share in the cost of losses or surpluses. The IPBC pool administers health, dental and life insurance programs. All other benefit programs are administered by this office.

## Risk Management

The City is a member of the Intergovernmental Risk Management Agency (IRMA). This agency is a public entity risk pool whose members are Illinois municipalities and other governmental agencies. IRMA manages and funds first party property losses, third party liability claims, workers' compensation claims and public officials' liability claims of its members. IRMA sets claim targets for each municipality. This department monitors both claim frequency by department and by claim type.

CLAIM FREQUENCY by Department			
DEPARTMENT	IRMA TARGET	2022	2021
Administration	0	0	0
Police	5	7	2
Public Works	9	4	5
Recreation (Golf Course)	1	1	2
<b>TOTAL</b>	<b>15</b>	<b>12</b>	<b>9</b>

Over all, the City is within the IRMA target of 15 claims. However, the police department exceeded their target claims by 2. This relates to the auto physical damage which also exceeded its target by 2 as well. Not all the accidents were the fault of the officers. Property damage also exceeded the target by 1. This category includes damage done to public property by individuals, not employees. This category therefore is hard to control.

CLAIM FREQUENCY by Type			
CLAIM TYPE	IRMA TARGET	2022	2021
Auto Liability	1	1	0
Auto Physical Damage	2	4	0
General Liability	3	0	1
Property Damage	3	4	4
Workers Compensation	6	3	4
<b>TOTAL</b>	<b>15</b>	<b>12</b>	<b>9</b>

The claim information is used to help management direct training resources to areas/departments which have higher risks. For example, defensive driver training will be recommended in the upcoming year for the police department.

## Employee Recognition

This office recognizes employees when they reach years of service milestones. Employees are given service awards at 5, 10, 15, 20, 25, 30+ years. Based upon the number of years of service they receive a gift certificate for a local establishment of their choosing. The City would like to thank the employees listed in the chart to the right who reached service milestones in 2022. We also want to congratulate Mike Hartigan, Fred Helmstetler, and Steve Norman on their retirements.



SERVICE AWARDS FOR 2022		
EMPLOYEE	DEPARTMENT	YEARS OF SERVICE
Joe DiGangi	Police	20
Jim Stern	Police	15
Gail Paul	Administration	15
Patricia Littlejohn	Police	15
Don Decker	Water	15
John Hays	Public Works	10
Ryan Jakubowski	Police	10
Paul Lanzi	Police	10
Joanne Hernandez	Police	5
Chris Batzel	Police	5
Rich Richter	Public Works	5
Kelly Keach	Finance	5

**Recreation/Special Events**

Sharon Peterson, oversees recreation including the City’s 10 parks, intergovernmental agreement with the Park District of LaGrange, and special events including: Winterfest, St. Patrick’s Day Parade, Easter Egg Hunt, Summer Concert Series, the Angel Tree Program, the Children’s Christmas Party, and two new events in 2022.



**Coffee with the Mayor**

This office coordinates the quarterly meetings where residents and business owners can come to meet directly with Mayor Sean McDermott over a cup of coffee. Typically, there will be one or two speakers to educate the public on programs offered by the City and other agencies. Updates on City operations and economic development are often topics of discussion. All those in attendance are given the opportunity to ask questions or bring issues to the Mayor’s attention. This year’s guest speakers included Chief Joseph Ford, Lori Harris, Salt Creek Butterfly Farm, John Houseal from Houseal & Lavigne, and Senator-elect Mike Porfirio.



**Active August**

We implemented a new employee program this year called Active August. The purpose of the program was to get the employees both physically and mentally active. Employees were given an opportunity to golf, bowl, take a hike, play bags, do a craft and/or participate in yoga. The City’s insurance pool, IRMA paid half of the costs towards the program.



## MAJOR ACCOMPLISHMENTS

The primary responsibility of the City Administrator's Office is to oversee all departments' operations other than police. Therefore, accomplishments regarding economic development, and other department specifics will be listed under those departments.

- Implemented 44 ordinances and 10 resolutions adopted by the City Council in 2022 as required. See **EXHIBIT B** for a complete listing of all ordinances and resolutions adopted.
- Presented a slide show at the Cook County Green Town conference regarding the City's decision process in building a net zero energy building.
- Participated in the recruitment of 3 new employees: Golf Course Superintendent, Maintenance Worker 1, and Lead Water Plant Operator.
- Began implementation of the sustainable initiatives identified by the Sustainability Committee for the next 12-18 months.
- Assisted with the design and construction of three butterfly/pollinator gardens in the City.
- Organized and participated in four Coffee with the Mayor events.
- Worked with the City Engineer and Public Works Superintendent on a Request for Qualifications for a Space Needs Analysis for a new Public Works Facility.
- Began a new program, Active August for the purpose of getting employees both physically and mentally active.
- Organized the annual St. Patrick's Day Parade, Easter Egg Hunt, summer concert series, a fireworks display, and the Children's Christmas party.
- Planned and organized two new events in 2022, Blue Grass and Brews, and Back to School Wellness Fair/Celebration and Neighborhood Festival.



**Clerk’s Office**



This office is comprised of 3 full-time employees; the Deputy Clerk, Senior Clerk, and Office Assistant. This office plays a critical role in the daily operations of the City.

**Deputy City Clerk, Sharon Peterson** oversees the day to day operations of the Clerk’s office. The primary responsibility of this office is to maintain all official records for the City. However, as the first point of contact, the Clerk’s Office acts as a central hub. The staff, **Karen Melone** and **Liz Saucedo** are extremely knowledgeable about City services and answer dozens of phone calls each day in addition to assisting the public with a variety of requests.



**Open and Transparent Government**

The Deputy Clerk is the City’s Freedom of Information Officer and is responsible for processing all Freedom of Information Act (FOIA) requests. The City processed 257 FOIA requests in 2022. The Deputy Clerk is also the Open Meetings Act (OMA) designee for the City of Countryside, ensuring that required training is completed and that all meetings are in compliance with the Act.

**Meetings Preparation**

The Clerk’s office is responsible for scheduling the many committee, commission, and City Council meetings. There were 74 meetings in 2022. The staff prepare agendas and minutes in accordance with the OMA. After meetings, staff ensures that all follow up is completed. This includes the recording of ordinances and resolutions, execution of documents and action items resulting from City Council direction.

**Licenses**

Business licenses, registrations and special event licenses are processed and administratively approved in the Clerk’s office. This helps to expedite the process. Liquor licenses are also processed with review by the Liquor Commissioner and approval by City Council.

DESCRIPTION	2022	2021
# Business Licenses	450	446
# Liquor Licenses	47	48
# Special Use/Special Event Permits	47	16
# Raffles Permits	1	0
# Garage Sale Permits	52	64
# Real Estate Transfers	54	89
# FOIA Requests	257	256
# Tree Program Applications Processed	66	88
# Library Reimbursements	147	120
# Pool Reimbursements	28	22
# New Voter Registrations	47	17
# Foreclosures	3	2
# Seniors registered for snow removal	258	228

**Elections and Voting**

The Clerk’s office staff are registered as Deputy Registrars with the Cook County Elections office. They are available to assist residents with voter registration.

The Deputy Clerk is responsible for facilitating all election filings and related public notices.

**Resident Programs and Payment Processing**

There are many community programs which are facilitated through the Clerk’s office. These include: library and pool reimbursements, senior snow removal, shared-cost tree program, senior ride program, community garden, and others. The Clerk’s staff accept payments for all City revenue other than property taxes and State shared revenues. This includes revenue from water bills, permits, inspections, real estate transfers, vehicle fuel tax, and restaurant tax.

## MAJOR ACCOMPLISHMENTS

- The Clerk's Office continued the City's Angel Tree Program in 2022. We assisted 75 residents in need this past holiday season, which is a 13% increase from 2021. Even though it is disheartening that there are this many families in need in Countryside, we are happy that we are able to offer the program and happy that there are the "Angels" out there that continue to make this program as successful as it is.
- Updated the Business License Code for all business licenses; this hadn't been done since 2000, and a lot of the fees were outdated. License fees for retail businesses are now calculated on square footage versus a flat rate.
- The City Clerk's office was instrumental in the Countryside Gas Card Giveaway. The promotion ran from October 3<sup>rd</sup> through November 30<sup>th</sup>, and a total of 1,601 cards at a cost of \$80,050 were distributed to Countryside residents (one card per household). Residents were notified via the City's newsletter and Facebook of this promotion.
- Worked with the Community Development Department to establish cross training for all staff. Held a lunch and learn in September with staff from the Clerk's Office and Community Development Department to review policies and procedures for each department. Staff from both departments felt comfortable with being able to issue a permit or handle someone at the register if we were short on staff.
- Processed 10 new resolutions and 44 new ordinances. Ensured that the City Code was updated for all new ordinances.



## Community Development Department

This department is comprised of 3 full-time employees and 2 part-time employees; the Building Commissioner, Planning Manager, Permit Specialist, and part-time Plumbing Inspector and Code Enforcement Officer. The department encompasses Building, Zoning, Code Enforcement, and Economic Development. The oversight of this department is divided up between the City Administrator (Economic Development) and the Building Commissioner (Building, Code Enforcement and overall management of the department).

### Plan Review & Building Construction Inspections

**Kevin Wagner, Building Commissioner** performs a comprehensive review of all submitted documents, and plans for all scopes of the project. The review will insure that the proposed construction meets the intent of the building code and any local City amendments. The Building Commissioner performs these required reviews as part of the general services offered by the Community Development Department. The department also performs all fire protection reviews including fire alarms, kitchen suppression systems, and residential and commercial fire sprinklers. The City coordinates all inspections with the Pleasantview Fire Protection District. Since January 2020, the Building Commissioner performs all inspections as required for conformance of the building & fire codes with the exception of plumbing and health inspections.



### Planning & Zoning

Municipalities use zoning to establish land use within their borders. The City's zoning map see **EXHIBIT C** establishes a zoning designation (i.e. R-1 residential one-family, B-1 Retail, etc.) for each property within the City. Zoning regulations are based upon the City's adopted development plans and overall City policies and objectives and are intended to serve the City as it deals with future growth and development. The regulations dictate what may be built, what type of business may move in, what structures may be built, etc. on the property. In the event a new development does not meet the zoning code, the owner may petition the Planning and Zoning Board of Appeals for a variance or special use as required. **Richard Trent, Planning Manager** serves as the staff liaison to this Board.



### Building Permits

**Janice Bodinet, Permit Specialist** is the gatekeeper for all permits including their acceptance, processing, issuance, and follow-up. There are many types of permits ranging from new construction, remodels, additions, fire protection, fences, and utility right-of-way work. The permit specialist issues certificates of occupancy, keeps track of monthly assessor and statistical data, issues annual contractor licenses renewals, issues annual elevator licenses, and is in charge of the annual RPZ program. The permit specialist is the general file keeper for the Community Development Department.



### Plumbing Inspections

**Mike Tatro, Plumbing Inspector** reviews plumbing permits and inspects residential and commercial properties. The Plumbing Inspector is able to perform rental housing inspections, general permit inspections, and general code enforcement issues.

### **Code Enforcement & Rental Housing**

**Cheryl Jordan, Code Enforcement Officer** investigates and processes all property maintenance complaints and is also the Rental Housing Compliance inspector. Cheryl inspected 276 rental units in 2022. Most rental inspections require multiple inspections. Cheryl investigates all property complaints in regards to site, building maintenance, housing regulations, to signage enforcement. There were 475 code enforcement cases in 2022. She also performs all tri-annual rental housing inspections for compliance with the City rental housing code and the International Property Maintenance code. The City tries to work with code violators to give them an opportunity to voluntarily correct the violation to avoid citations.



### **Economic Development**

The City Administrator is the staff liaison to the Economic Development Committee and is responsible for planning and directing economic development activity within the City. She also works closely with the Planning Manager to assist developers with proposed site plans and location assistance. New materials have been developed for the website and distribution to better assist developers and potential end users. Responsibilities include marketing and promoting the City to attract new businesses, support retention and expansion of existing businesses, and to develop short and long range plans for the City as it relates to community development.

<b>DESCRIPTION</b>	<b>2022</b>	<b>2021</b>
<i># Permits Issued</i>	634	561
<i># Permit Entered</i>	673	617
<i>Value of Permits Issued</i>	\$18,159,132	\$12,965,275
<i>Permit Revenue</i>	267,077	\$283,776
<i># Reviews Completed</i>	1,439	1,099
<i># Inspections Completed</i>	1,904	1,915
<i># Citations Issued</i>	132	110
<i># Code Enforcement Cases</i>	475	242
<i>Value of Fines Collected</i>	\$25,200	\$12,150

## MAJOR ACCOMPLISHMENTS

- Issued 634 permits this year, with a construction value of \$18,159,132.00 which is an increase of 40% in construction value from 2021. Even though construction materials continue to fluctuate with the economy, permits were up 13% from 2021. Some of the larger projects that came through the department in 2022 include: Starbucks interior remodel, Kiddie Academy, Physicians Immediate Care new construction, Center for Independence remodel, Subaru Phase II remodel, and White Oaks apartments remodel (54 apartments).
- Issued 132 citations for code violations in 2022. Code enforcement efforts are continuously ongoing with issues of residential and commercial property maintenance, and work without a permit.
- Moved all inspections for building, mechanical, electrical, plumbing and accessibility in-house. Plumbing reviews are now done in-house and not sent to our third party reviewers.

- The Subaru dealership is undergoing a complete remodel including the sales offices, showroom, restrooms, customer service area, service department, and service drive-thru.



- The corner of Brainard Avenue and Plainfield Road is finally under construction after being vacant for several years. This building will house the Physicians Immediate Care facility.

- Staff is currently negotiating an RDA for the development of the old city hall property. The development will include a fueling station, convenience store, grocery store, potential brewery, and an out building with a drive-thru.



- The White Oaks Apartments has a new owner. They are in the process of remodeling 90% of the apartments. The remodel includes new floors, cabinets, kitchens, balconies, bathrooms, updated laundry services, new fire alarm, and new security.

- In 2022 one section of the Building Code was updated/added via approval of the City Council, This codes was:
  - 22-44-O – Adopt a new Landscaping and Public Right-of-Way Maintenance Code.

## Finance Department

This office is comprised of 3 full-time employees and 1 part-time employee; the Finance Director, Senior Accountant, Senior Clerk, and Account Clerk. Major responsibilities of the Finance Department include budgeting, financial reporting, administration of accounts receivable/payable, utility billing, debt and investment management, grant administration, and providing complex financial modeling and analytics to support City-wide departments, programs, and initiatives.

**Finance Director, Dave Schutter, CFA, CPFO** oversees the day to day operations of the department. The Finance Department also oversees the Information Technology function and provides a high level of internal support to the other departments and functional areas. In addition, the department supports residents and businesses with respect to utility billing functions, fee assessments, tax abatements and incentives, tax increment financing, and accounts receivable and payable.



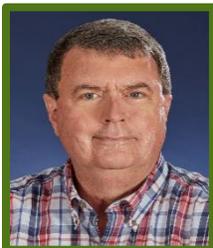
### Budget

The Finance Director works closely with the City Treasurer, Finance Committee and City Administration in assembling and recommending a budget to the City Council. The budget process begins with department requests which are reviewed by the City Administrator and Finance Director. The preliminary General Fund/Capital Fund budgets are presented in the fall to develop property tax levy/abatement recommendations to the Finance Committee and City Council. Budgets for all City funds are introduced in January/February and are refined as required until the final budget adoption in April following a public hearing.

### Financial Reporting and Grant Administration

The Treasurer and Finance Director report the budgetary performance and financial position of the City on a monthly basis. This Treasurer's Report includes an analysis of budget to actual amounts with explanations for major variances, the cash and fund balances, and investment activity and performance (quarterly). The City also issues a Comprehensive Annual Financial Report currently audited by Baker Tilly Virchow Krause, LLP (available on City's website). The Finance Department is responsible for monitoring the receipts, disbursements, and reporting of grant programs and works with Administration and the City Engineer with respect to grant applications and reimbursement processes. The department also determines any special grant audit or other financial reporting requirements. Please see **EXHIBIT D** for additional grant information.

**Senior Accountant, Meiling Lieu, CPA** processes the bi-weekly payroll, manages accounts payable and receivable (other than utility billing), prepares journal entries, reconciles bank accounts, processes the quarterly hotel/motel tax returns, and works closely with the auditors to complete the Annual Comprehensive Financial Report.



**Account Clerk, Kelvin (Kelly) Keach** is a retired CPA with over 25 years of experience serving local government finance offices. Kelly works part-time for the Finance Department performing a variety of duties. He serves as the primary accounts payable clerk while assisting the Finance Director and Senior Accountant with high profile projects involving financial analytics, reporting, and implementation of technology solutions, workflows, and integrations that streamline processes across City departments.

### Utility Billing

**Senior Clerk, Holly Williams** maintains the utility billing system. Holly prepares an electronic meter read file which is used by the Water Operators to obtain meter readings. Holly then downloads the readings and prepares the monthly utility bills and monthly reporting package for the Lead Water Operator and Finance Director. She also processes the monthly restaurant and gasoline use tax returns and serves as the primary collection agent for all past due accounts.



### Information Technology

The City outsources its information technology needs to Merging Technologies. This IT function ensures the overall safekeeping/security of the City's data, backup files and servers, hardware needs, software upgrades, licenses, and the email exchange server.

### Financial Highlights

<i>DESCRIPTION</i>	<i>2022</i>	<i>2021</i>
<i>Sales Taxes (Trailing 12 Months)</i>	10,738,445	10,563,485
<i>Sales Tax Growth (Y over Y)</i>	1.66%	16.12%
<i>Income Taxes (Trailing 12 Months)</i>	1,046,121	805,729
<i>% Change (Y over Y)</i>	29.84%	24.12%
<i>Gaming Machines in City</i>	111	116
<i>Gaming Taxes (Trailing 12 Months)</i>	383,170	378,970
<i>% Change (Y over Y)</i>	1.11%	92.00%
<i>Water Billing Accounts</i>	1,585	1,585
<i>Gallons Billed (Trailing 12 Months)</i>	501,036,000	520,988,000
<i>Gallons Purchased (Trailing 12 Months)</i>	545,799,000	569,314,000
<i>Unaccounted for Flow</i>	8.20%	8.49%

- Sales taxes represent the primary revenue source for the general fund – 68.5% of total FY 23 budgeted revenues. Sales tax receipts have grown by over 11% from pre-pandemic levels achieved in fiscal year 2019. Tax growth has been industry sensitive and has been facilitated by strong revenue receipts from the Automotive & Filing Station, Food, Eating and Drinking Place, Lumber & Building Hardware, and Furniture & Household sectors. However, persistently high inflation, supply chain issues, and rapid monetary policy tightening are starting to impact demand in both the global and the local economy and could pose significant growth risks going forward.
- Income taxes (Local Government Distribution Fund “LGDF”) distributions from the State represent the second largest revenue source at just under 5.3% of budgeted general fund revenues. Collections are showing significant growth year over year on a trailing 12-month basis. This growth was facilitated by very low unemployment rates, wage inflation caused by labor shortages, and increased corporate income tax receipts from the State.
- Restaurant taxes represent the 3<sup>rd</sup> largest revenue source for the general fund – significant growth was achieved year over year from the easing of restrictions, and pent up demand.
- Grant receipts have increased to the fourth largest general fund revenue source based largely from annual installments of \$403K in each of the last two years from Federal ARPA funds.

## MAJOR ACCOMPLISHMENTS

- In conjunction with the City's bond underwriter, Mesirow Financial, structured and sold pension funding bonds Series 2022 that reduced future pension funding obligations by just over \$6.3 million which will create net economic value to the City of just under \$4 million.
- For the 9<sup>th</sup> consecutive budget cycle City operations were supported without the use of an annual property tax.
- The City received the Certificate in Achievement for Financial Reporting from the Government Finance Officers Association (GFOA) for the 16<sup>th</sup> consecutive year for the 2022 audit.
- The City earned the Distinguished Budget Award from the GFOA for the 7<sup>th</sup> consecutive year for the fiscal year 2023 document. This award reflects the ongoing commitment of the City Council and staff to meeting the highest principles of governmental budgeting.
- Effectively managed completion of Annual Comprehensive Financial Report document with no auditor adjusting entries or management letter comments/deficiencies for the last two years.
- In February of 2022, Standard & Poor's (S&P) confirmed its AA credit rating for the City – this credit rating level is indicative of communities with a very strong capacity to meet financial commitments.
- Under their Financial Management Assessment methodology, S&P indicated that the City has strong management with good financial policies and practices and is consistently supported with strong budgetary performance.
- Based on conservative budgetary practices, a strong local economy, and strategic economic development efforts, the City's general fund posted a positive revenue variance of just over \$2 million last year.
- This revenue result combined with outperformance on the expense side produced a preliminary general fund surplus of \$2.5 million.
- Staff recommended and the Finance Committee approved the distribution of the surplus to cover an excess police pension fund contribution and a capital reserve transfer of \$1.5 million and \$1 million respectively.
- Successfully negotiated water tower lease renewals for T-Mobile and Verizon Wireless. The lease extensions provide for up to \$3.8 million in future rental revenue over the next 30 years.

**Department of Public Works**

This department is comprised of 13 full-time employees; the Public Works Superintendent, Building Maintenance Technician, Mechanic, Crew Chiefs, Maintenance Worker 2, Maintenance Worker 1, Lead Water Plant Operator, and Water Plant Operator. This department is responsible for the maintenance of public buildings and property, including parks, rights-of-way, water distribution system, and sanitary sewer system in Ward 2.

**Public Works Superintendent, Jesse Serna** oversees all the activities in this department. The primary responsibilities of this department include snow plowing City streets, sidewalks, park pathways, 250 driveway aprons for senior citizens; residential leaf pick-up, brush chipping, street sweeping, street/parkway/sidewalk/streetlight repairs, routine maintenance of public buildings, and being on call 24/7 for emergency call-outs.



**Street Maintenance**

The City’s Department of Public Works provides exceptional services to our residents. We often receive calls and emails at City Hall about the excellent snow plowing performed by the staff. They maintain 17 miles of local roads in our community as well as the sidewalks. Besides snowplowing, they must maintain the streets after storms to remove any hazards.

The Superintendent works closely with the City Engineer to update the Streets Condition Map, and the 5-Year Street and Alley Resurfacing Plan, see **EXHIBIT A**. This allows the Infrastructure Committee to make informed resurfacing decisions each year.

**Leaf Pickup**

This program is by far the most labor intensive of the services provided. It typically takes about one week to make a full cycle of the City. This program collected 448 tons of leaves this year.

**Park/Public Property Maintenance**

People often do not realize the magnitude of the public properties maintained by this department including 9 parks, 4 buildings, and right-of-ways. See **EXHIBIT E** for a complete listing of all the properties maintained by DPW.

DESCRIPTION	2022	2021
# Snow plowing trips	17	18
Tons of salt	759	750
# Public properties maintained	101	101
Truckloads of brush	64	160
Tons of leaves	448	350
Amount of dump charges	\$12,000	\$9,100
# DOL drug tests	8	8
Driveway aprons plowed	250	240

## MAJOR ACCOMPLISHMENTS

- Repainted streetscapes on LaGrange Road.
- Replaced baseball infield at City Park.
- Planted 70 parkway trees.
- Removed 60 diseased/dead parkway trees.
- Picked up and disposed of 448 tons of leaves and 64 truckloads of brush.
- Conducted park and facility safety checks.
- Snow plowed 250 driveway aprons for senior citizens.
- Resurfaced the following streets: Natasha Court, Longview Drive, and 59<sup>th</sup> Street.
- Repaired curb and sidewalks in various locations within the City.
- Installed holiday lights and decorated Memorial Park and City Hall; decorated the streetscapes on LaGrange Road, and decorated the street poles with garland.
- Purchased a new trackless sidewalk tractor.
- Installed Pollinator Gardens at Ideal Park and Countryside Park.
- Planted 12 new trees at Ideal Park.



**Department of Public Works - Water & Sewer Divisions**

Water/Sewer is a division of the Department of Public Works. The goal of the division is to provide the highest possible water quality and consumer confidence, while continuing our commitment to maintaining and improving the infrastructure. **Mike Hartigan, Lead Water Plant Operator and Don Decker, Water Plant Operator** run the day to day operations of this division. Some of their major responsibilities include infrastructure maintenance, meter reading, and quality assurance.

**Infrastructure**

This division is responsible for maintenance of its storage and pumping facilities, and oversight and maintenance of the City’s water main infrastructure that provides water to the residents, businesses and customer towns, Indian Head Park and La Grange Highlands. They provide customer service to the residents, and are on call 24/7 in the event of emergencies that may affect the system. This year, the staff oversaw the repair of 9 water main breaks. Staff also works closely with the City’s Engineer to review the infrastructure and make recommendations to the Infrastructure Committee on replacements.

**Meter Reading**

The staff is also responsible for the water meter reading. They obtain a disc from the Finance Department monthly and perform drive-by readings. Once analyzed, unobtainable reads are addressed, sometimes requiring the meter and transmitter to be repaired and/or replaced. In addition, this department performs final readings as properties change ownership.

DESCRIPTION	2022	2021
# Watermain breaks	9	12
# J.U.L.I.E. locates	1,940	4,198
# Service requests	117	129
# Hydrants Replaced	2	0
Valves Replaced	0	0
Meters Replaced	86	14
MXUs Replaced	84	11
# Hydrants painted	180	0
Water Accountability	91.80%	91.51%

**Quality Assurance**

The staff performs quality assurance sampling and monitoring tests and constantly strives to meet and or exceed EPA and IEPA guidelines. This department is responsible to issue the City’s Consumer Confidence Report each year which contains information on the source of the City’s water, contaminants detected in the water as well as education information. This report can be found on the City’s website.

**Sanitary System**

In addition to the water responsibilities this department oversees and maintains the sanitary collection system and lift station that services the City’s Ward 2 area, constantly striving to meet or exceed MWRD and IEPA regulations. Every year MWRD requires the City to perform inspections of its sanitary system including inspection of all residential and commercial sump pumps to verify that there is no cross connection with the sanitary system.

**Customer Service**

The staff provides timely services as requested. The most common are J.U.L.I.E. locates. There were 1,940 requests received in 2022, down from 4,198 or 54% from 2021 as the result of the Central Tri-State Tollway Project, Nicor project, City water main projects, and various construction projects completed in 2022. Staff must go out to the property and mark where our infrastructure is located so that the requester stays clear of it during their construction. Staff responded to 117 service requests, down from 129 in 2021, ranging from frozen pipes and leaks to water usage and billing complaints, and final reads for property sales.

## MAJOR ACCOMPLISHMENTS

- Completed 1,940 JULIE locates, a 54% decrease from 2021, largely due to the Central Tri-State Tollway Project, the Nicor project, and City water main projects.
- The water accountability for calendar year 2022 was 91.80% according to water billing data.
- Repainted the fire hydrants in Ward 2.
- Repaired or replaced 86 water meters and replaced 84 MXU transmitters.
- The hydrant maintenance program exposed several repair issues, all of which have been addressed.
- There were 14 backflow inspections performed in the Ward 2 sanitary system with the involvement of the Community Development Department in accordance with the Metropolitan Sanitary District Inflow and Infiltration Program requirements.
- There were 9 water main breaks in the system in 2022 and 3 water main related repairs. The City's commitment to replacing aging water mains is a big reason for the low number of breaks annually.
- The City completed the installation of a new 20" transmission main to replace the 16" main currently in place to improve service and reliability to its two customer towns, Indian Head Park and LaGrange Highlands, and the Ward 2 area.
- Updated SCADA System in the Water Department Pump House.



## Flagg Creek Golf Course

The Flagg Creek Golf Course (FCGC) is owned equally by the City of Countryside and the Pleasant Dale Park District. The City assumed administrative oversight of the golf course in September 2014. FCGC is a premiere 9-hole course with a lighted driving range, a club house available for private parties, and a full service bar with a limited food service concession operation.

**Patrick Jeter** joined the Flagg Creek team as the new General Manager in October of 2021.



He served as General Manager for Arcis Golf for the last 7 years at multiple local properties. With over a decade of golf industry experience, Patrick brings a practical approach to course management inclusive of understanding the nuances of balancing resources/priorities in order to ensure revenue targets and profitability goals are met. Patrick's responsibilities include strategic planning for the golf course, making capital improvement recommendations to the Flagg Creek Advisory Board and public relations.

**Michele Sullivan** started in 2014 as the Assistant Manager. She has over 30 years of experience in the golf industry. Michele began her career as a caddy at Edgewood Valley Country Club. She worked as the Head Golf Coach at Mother McCauley High School for the majority of her career. Michele oversees the proshop, maintains the weekly schedule, coordinates all golf outings, maintains the website, coordinates marketing and promotions with the General Manager, and oversees all of the golf leagues.



**Aaron Hill** joined Flagg Creek Golf Course as the new Superintendent in March of 2022. He



first enrolled at the Ohio State University in 1998. After completing an internship at the Jack Nicklaus Design Golf Club at Mason Ridge, he received his Associates in Applied Science in 2000. In 2001 he became the Assistant Superintendent at the Eagle Brook Country Club and in 2006 he became the Superintendent at the Fresh Meadow Golf Course. Most recently he served as the Superintendent at the White Pines Golf Course, a 36 hole park district facility in Bensenville, prior to joining the Flagg Creek team. His responsibilities include fungicide fertilization application and planning as well making recommendations on the long term capital plan.



DESCRIPTION	2022	2021
# Paid Rounds Played	43,024	44,167
# Comp'd Rounds	89	211
# Golf Outings	59	40
# Private Parties	13	4
Golf Course/Range Revenues	1,343,893	1,284,184
Pro Shop/Concession Revenues	257,727	220,693
<b>Total Revenues</b>	<b>1,601,620</b>	<b>1,504,877</b>

## MAJOR ACCOMPLISHMENTS

- 2022 rounds dropped slightly from 44,167 to 43,024 down 2.5%. At the same time revenue grew from \$1,549,297 to \$1,601,620 representing a \$52,323 increase over 2021.
- Non-resident green fees were increased by \$2, weekday replay were increased by \$2 and weekday junior rate were increased by \$3. The small and medium buckets of balls on the range remained the same while the jumbo bucket price was increased by \$3.
- In 2022, we resumed indoor dining and increased the number of private parties from 4 to 13 and golf outings from 40 to 59. This increased more activity in the clubhouse and bar.
- The operating model for concessions was adjusted from labor intensive menu offerings (pre-pandemic) to very limited menu offerings and prepacked items purchased under wholesale pricing from local vendors. Bratwurst and pizza by the slice were also added to the menu.
- The implemented operating model improved net profit from concessions by \$20K while improving net margins to 48% of sales.
- Capital improvements of \$418K were made this year including the replacement of the irrigation pump station, pollinator garden improvements at the front entrance, and resurfacing of the entire parking lot.
- Net income from course operations before capital outlays were improved by \$48K over the prior year.
- Based on the revenue and expense analysis the golf course is showing a surplus of \$166K versus a surplus of \$432K achieved last year and a YTD budgeted surplus of \$187K. When adjusting for capital outlays, net income before capital exceeds the prior year by just over \$48K.
- Aggressively marketed prepaid online rounds through discounted green fees and dynamic pricing through GolfNow online channels which significantly reduced the labor required to schedule tee times.
- Implemented new labor control practices course wide which limit total personnel costs to less than 45% of revenue. This represents a significant improvement from pre-pandemic personnel costs which were running at 55% of revenues.
- Changed agronomic standards for the maintenance of the golf course. Implemented improvements included lowering the height of cut on the greens and bank areas and extending the fairway on hole 7 to make one continuous fairway as opposed to two.





# EXHIBITS



City of Countryside  
5 Year Plan  
Construction & Engineering Cost Estimate  
January 16, 2023

**Exhibit A**

STREET	FROM	TO	LENGTH (FT.)	E-E WIDTH (FT.)	AREA (S.Y.)	Improvement Type	Construction & Engineering Cost
YEAR 2022							
Longview Drive (South)	Brainard Ave	59th St	1270	30	4,233	Resurface Spot C&G	\$ 228,600.00
Longview Drive (North)	59th St	Brainard Ave	2270	28	7,062	Resurface Spot C&G	\$ 381,360.00
59th Street	Brainard Ave	Kensington Ave	1070	30	3,567	Resurface Spot C&G	\$ 231,833.33
Natasha Court	Willow Springs Rd	East Limit	270	30	900	Resurface Spot C&G	\$ 56,700.00
		<b>Totals</b>	<b>4,880</b>	<b>0.9</b>	<b>15,762</b>		<b>\$ 898,493.33</b>
YEAR 2023							
Sunset Avenue	71st St	Stalford Rd	3100	30	10,333	Resurface Spot C&G	\$ 439,166.67
67th Street	Sunset Ave	East Limit	775	23	1,981	Resurface Spot C&G	\$ 84,173.61
		<b>Totals</b>	<b>3,875</b>	<b>0.7</b>	<b>12,314</b>		<b>\$ 523,340.28</b>
YEAR 2024							
Dansher Road	55th St	North Limit	2675	27	8,025	Widening & Full C&G	\$ 1,011,150.00
		<b>Totals</b>	<b>2,675</b>	<b>0.5</b>	<b>8,025</b>		<b>\$ 1,011,150.00</b>
YEAR 2025							
Kensington Avenue	Joliet Road	North Limit	810	28	2,520	Resurface Spot C&G	\$ 119,700.00
57th Street	Kensington Ave	LaGrange Rd	1910	31	6,473	Resurface Spot C&G	\$ 307,456.94
Catherine Avenue	South End	57th St	310	30	1,033	Resurface Spot C&G	\$ 49,083.33
Ashland Avenue	South End	57th St	310	30	1,033	Resurface Spot C&G	\$ 49,083.33
		<b>Totals</b>	<b>3,340</b>	<b>0.6</b>	<b>11,059</b>		<b>\$ 525,323.61</b>
YEAR 2026							
Kensington Avenue	Plainfield Rd	54th St	490	30	1,633	Resurface Spot C&G	\$ 81,666.67
Ashland Avenue	55th St	Plainfield Rd	465	30	1,550	Resurface Spot C&G	\$ 77,500.00
6th Avenue	55th St	Plainfield Rd	1125	30	3,750	Resurface Spot C&G	\$ 187,500.00
Lorraine Drive	Rosemary Ct	Rose Ave	545	29	1,726	Resurface Full C&G	\$ 105,275.83
Rose Court	South End	58th St	250	22	611	Resurface Full C&G	\$ 37,277.78
Rose Avenue	Lorraine Dr	58th St	490	27	1,470	Resurface Full C&G	\$ 89,670.00
		<b>Totals</b>	<b>3,365</b>	<b>0.6</b>	<b>10,740</b>		<b>\$ 578,890.28</b>

## ORDINANCES

## Exhibit B

01/12/22 22-01-O AN ORDINANCE OF THE CITY COUNCIL AMENDING SECTION 3-5-7 OF THE CODE TO INCREASE THE NUMBER OF CLASS F LIQUOR LICENSES.

01/12/22 22-02-O AN ORDINANCE PROVIDING FOR THE ISSUANCE OF ONE OR MORE SERIES OF NOT TO EXCEED \$15,000,000 GENERAL BOND OF THE CITY OF COUNTRYSIDE, COOK COUNTY, IL FOR THE PURPOSE OF FUNDING ALL OR A PORTION OF THE UNFUNDED POLICE PENSION FUND LIABILITY OF SAID CITY AND FOR FUNDING CERTAIN CAPITAL IMPROVEMENT PROJECTS; AND PROVIDING FOR THE LEVY OF A DIRECT ANNUAL TAX SUFFICIENT TO PAY THE PRINCIPAL AND INTEREST ON SAID BONDS.

01/12/22 22-03-O AN ORDINANCE REPEALING CHAPTER 10 OF THE TITLE 8 OF THE CITY CODE REGARDING LICENSING AND INSPECTION OF RENTAL HOUSING PROPERTIES.

01/12/22 22-04-O AN ORDINANCE PROHIBITING THE USE OF GROUNDWATER AS A POTABLE WATER SUPPLY BY THE INSTALLATION OR USE OF POTABLE WATER SUPPLY WELLS OR BY ANY OTHER METHOD.

01/12/22 22-05-O AN ORDINANCE AMENDING CITY CODE LANGUAGE IN TITLE 3, CHAPTER 10 SECTION 12 OF THE MUNICIPAL CODE REGARDING BUSINESS LICENSE PENALTIES.

- 01/26/22 22-06-O AN ORDINANCE INCRESAING THE NUMBER OF "S-B" LIQUOR LICENSES, UPDATING THE HOURS OF OPERATION FOR CLASS "S-B" LIQUOR LICENSES FROM 11:00 A.M TO 9:00 AM AND REDUCING THE NUMBER OF CLASS "B" LIQUOR LICENSES.**
- 01/26/22 22-07-O AN ORDINANCE APPROVING PRELIMINARY AND FINAL PLAT OF RESUBDIVISION 181 CIUNTRYSIDE PLAZA-LUARON FOSTER ( RAISING CANE'S).**
- 01/26/22 22-08-O AN ORDINANCE GRANTING SPECAIL USE VARIATIONS AT 181 COUNTRYSIDE PLAZA FOR DRIVE THROUGH FACILITY AND OUTDOOR SEATING.**
- 01/26/22 22-09-O AN ORDINANCE AMENDING TITLE 8 (BUILDING REGULATIONS) AND 10 (ZONING) OF THE CITY CODE OF COUNTRYSIDE PERTAINING TO CORNER LOT FENCES AND SETBACKS FOR ACCESSORY BUILDINGS AND STRUCTURES.**
- 01/26/22 22-10-O AN ORDINANCE GRANTING SPECIAL USE VARIATION AT 919 W 55TH STREET UNIT B HARLING SCHOOL OF IRISH DANCE.**
- 02/09/22 22-11-O ORDINANCE OF THE CITY COUNCIL AMENDING SECTION 3-5-7 OF THE CODE TO DECREASE THE NUMBER OF CLASS "U2" LIQUOR LICENSES.**
- 02/09/22 22-12-O AN ORDINANCE GRANTING AN AMENDMENT TO THE EXISTING SPECIAL USE TO PERMIT THE REMOVAL/REPLACEMENT OF THE EXISTING FREESTANDING SIGN AND INSTALLATION OF A NEW FREESTANDING SIGN WITH ADDITIONAL SIGNAGE AT 5300 S LAGRANGE ROAD.**

**02/09/22 22-13-O AN ORDINANCE APPROVING A VARIATION TO PERMIT THE PLACEMENT OF AN ELECTRONIC VARIABLE MESSAGE (EVM) SIGN ON A FREESTANDING SIGN INSTEAD OF A MONUMENT SIGN TO BE LOCATED LESS THEN 200' FROM A RESIDENTIAL USE AT 5300 S. LAGRANGE ROAD.**

**02/23/22 22-14-O AN ORDINANCE GRANTING A SPECIAL USE VARIATION TO PERMIT AN AUTOMOBILE SERVICE USE (EMPIRE AUTO) AT 6501 JOLIET RD.**

**03/23/22 22-15-O AN ORDINANCE AMENDING SECTION 8-9-1 OF THE CITY CODE TO INCREASE THE ANNUAL LICENSE FEE FOR ELEVATORS.**

**04/13/22 22-16-O AN ORDINANCE ADOPTING 2021 ZONING MAP.**

**04/27/22 22-17-O ANNUAL APPROPRIATION ORDINANCE FOR FISCAL YEAR BEGINNING MAY 1, 2022 AND ENDING APRIL 30, 2023.**

**04/27/22 22-18-O AN ORDINANCE PROVIDING FOR SUPPLEMENTAL APPROPRIATIONS FOR THE FISCAL YEAR BEGGINING MAY 1, 2021 AND ENDING APRIL 30, 2022.**

**04/27/22 22-19-O AN ORDINANCE APPROVING APPLICATION PRELIMINARLY/FINAL PLAT OF RESUBDIVISION FOR LUKA OLD CITY HALL RESUBDIVISION AT 5550 EAST AVE (LUKA TRAVEL CENTER 1 LLC).**

**04/27/22 22-20-O AN ORDINANCE APPROVING A SPECIAL USE TO PERMIT A PLANNED UNIT DEVELEPMENT AT 5550 EAST AVE (LUKA TRAVEL CENTER 1 LLC).**

- 05/11/22 22-21-O AN ORDINANCE DELETING AND RESERVING SECTION 5-1-19 OF THE CITY CODE REGARDING BUSINESS VEHICLE STICKERS.**
- 05/25/22 22-22-O AN ORDINANCE APPROVING A SPECIAL USE TO PERMIT A DANCE SCHOOL (WEST SUBURBAN BALLET CONSERVATORY AT 915 W 55TH ST).**
- 05/25/22 22-23-O AN ORDINANCE APPROVING A VARIANCE TO INCREASE THE ALLOWABLE HEIGHT REQUIREMENT FOR CHANNEL LETTERING ON AN AWNING FROM 24" TO 36" FOR THE INSTALLATION OF A NEW AWNING SIGN AT 1023 W 55TH ST.**
- 05/25/22 22-24-O AN ORDINANCE APPROVING A SPECIAL USE TO PERMIT AN OUTDOOR PATIO INFRONT OF THE EXISTING BUSINESS (ROKA BAKEHOUSE AT 6528 JOLIET RD).**
- 06/08/22 22-25-O ORDINANCE ADJUSTING WATER RATES.**
- 07/13/22 22-26-O AN ORDINANCE PROVIDING FOR THE ISSUANCE OF ONE OR MORE SERIES OF NOT TO EXCEED \$15,000,000 GENERAL OBLIGATION BONDS OF THE CITY OF COUNTRYSIDE.**
- 07/13/22 22-27-O AN ORDINANCE INCREASING THE NUMBER OF CLASS "B" LIQUOR**
- 07/13/22 22-28-O AN ORDINANCE AMENDING CHAPTER 7 OF THE CITY CODE.**
- 07/13/22 22-29-O AN ORDINANCE APPROVING A SPECIAL USE TO PERMIT A SECOND LOCATION AND EXPANDED DANCE SCHOOL (WEST SUBURBAN BALLET CONSERVATORY) AT 919 W 55TH ST, UNIT #A.**

- 07/13/22 22-30-O AN ORDINANCE AMENDING CHAPTER 5 OF THE TITLE 10 OF THE CITY CODE TO CHANGE SCHOOLS FROM A PERMITTED USE TO A SPEICAL USE.**
- 07/13/22 22-31-O AN ORDINANCE AMENDING CHAPTER 6 OF THE CITY CODE TO ADD ANIMAL DAYCARE/KENNELS/BOARDING AS A PERMITTED SPECIAL USE.**
- 07/13/22 22-32-O AN ORDINANCE AUTHORIZING EXECUTION OF THE ILLINOIS PUBLIC WORKS MUTUAL AID NETWORK AGREEMENT (IPWMAN).**
- 08/10/22 22-33-O AN ORDINANCE DECREASING THE NUMBER OF CLASS W LIQUOR LICENSES BY ONE.**
- 08/10/22 22-34-O AN ORDINANCE GRANTING A TEXT AMENDMENT TO 10-6C-2 MAKING COMMISSARIES A SPECIAL USE IN THE B-3 ZONING DISTRICT.**
- 09/15/22 22-35-O AN ORDINANCE GRANTING A TEXT AMENDMENT TO SECTION 1-5B-2 OF CHAPTER 5 OF THE COUNTRYSIDE CITY CODE TO REDISTRIBUTE THE WARDS OF THE CITY AND ADOPTING AN OFFICIAL WARD MAP OF THE CITY FOLLOWING THE 2020 CENSUS.**
- 09/28/22 22-36-O AN ORDINANCE AMENDING THE CITY CODE REGARDING ANNUAL BUSINESS LICENSE FEES IN TITLE 3 CHAPTER 1 SECTION 13 OF THE MUNICIPAL CODE.**
- 11/09/22 22-37-O AN ORDINANCE REDUCING THE NUMBER OF CLASS "A" LIQUOR LICENSES BY ONE.**
- 11/09/22 22-38-O AN ORDINANCE GRANTING A SPECIAL USE VARIATION AT 6525-6535 JOLIET RD FOR DAYCARE CENTER/ NURSERY SCHOOL.**

**11/09/22 22-39-O AN ORDINANCE GRANTING A SPECIAL USE VARIATION TO PERMIT AN AUTOMOBILE RENTAL ESTABLISHMENT (AVIS BUDGET CAR RENTAL, LLC) AT 9665 W 55TH ST.**

**11/09/22 22-40-O AN ORDINANCE GRANTING A SPECIAL USE VARIATION TO PERMIT AN AUTOMOBILE SERVICE USE ( HIGHLINE AUTOMOBILE) AT 9665 W 55TH STREET.**

**11/09/22 22-41-O AN ORDINANCE APPROVING A VARIANCE TO REDUCE THE OERIMETER LANDSCAPE AREA FROM THE MINIMUM REQUIRED 5' TO 1' FOR THE CONSTRUCTION OF AN ACCESS DRIVE AT 9665 W 55TH ST.**

**12/14/22 22-42-O AN ORDINANCE INCREASING THE NUMBER OF LIQUOR LICENSES BY ONE.**

**12/14/22 22-43-O AN ORDINANCE ABATING TAXES LEVIED FOR THE TAX YEAR 2022 HERETOFORE LEVIED TO PAY PRINCIPAL AND INTEREST ON ALL OUTSTANDING SERIES OF GENERAL OBLIGATION BONDS OF THE CITY OF COUNTRYSIDE, COOK COUNTY, IL.**

**12/14/22 22-44-O AN ORDINANCE ADOPTING AN AMENDMENT TO THE CITY CODE TO ADD A LANDSCAPING AND PUBLIC WAY MAINTENANCE CODE.**



# CITY OF COUNTRYSIDE ZONING MAP

**ZONING DISTRICTS**

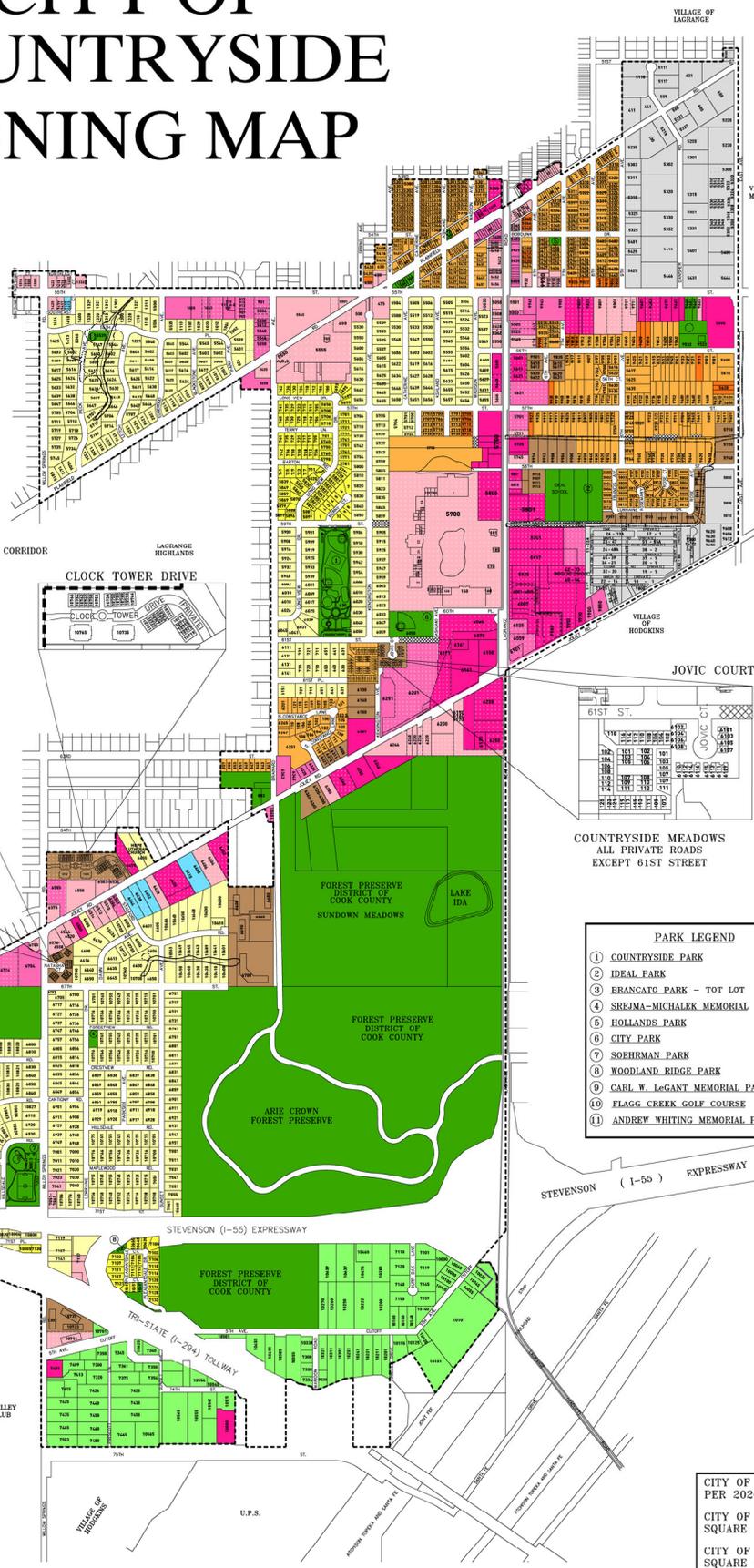
- "R-1" ONE FAMILY
- "R-2" ONE FAMILY
- "R-3" ONE FAMILY
- "R-4" TWO FAMILY
- "R-5" GENERAL
- "R-7" RURAL
- "B-1" RETAIL
- "B-2" LIMITED SERVICE
- "B-3" SERVICE & WHOLESALE
- "O" LIMITED OFFICE SPACE
- "M-1" LIMITED MANUFACTURING
- "M-2" GENERAL MANUFACTURING
- "P-1" PUBLIC & SEMI PUBLIC
- "SU" SPECIAL USE AND "PUD" PLANNED UNIT DEVELOPMENT
- "L-1" LAGRANGE ROAD ARTERIAL ROAD CORRIDOR (ARC) OVERLAY DISTRICT
- UNIMPROVED RIGHT-OF-WAY

**MUNICIPAL BOUNDARY**

- CITY LIMITS

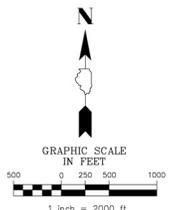
**FLOOD PLAINS**

- FLOODWAY LIMIT
- FLOODPLAIN LIMIT (100 YEARS)



- PARK LEGEND**
- ① COUNTRYSIDE PARK
  - ② IDEAL PARK
  - ③ BRANCATO PARK - TOT LOT
  - ④ SREJMA-MICHALEK MEMORIAL - TOT LOT
  - ⑤ HOLLANDS PARK
  - ⑥ CITY PARK
  - ⑦ SOEHRMAN PARK
  - ⑧ WOODLAND RIDGE PARK
  - ⑨ CARL W. LAGANT MEMORIAL PARK
  - ⑩ FLAGG CREEK GOLF COURSE
  - ⑪ ANDREW WHITING MEMORIAL PARK

CITY OF COUNTRYSIDE POPULATION PER 2020 U.S. CENSUS: 6,420  
 CITY OF COUNTRYSIDE AREA IN SQUARE ACRES: 1,807.96  
 CITY OF COUNTRYSIDE AREA IN SQUARE MILES: 2.83



NO.	BY	DATE	DESCRIPTION	NO.	BY	DATE	DESCRIPTION
1	AP	10/26/04	13	CM	04/27/11	13	CM
2	AP	12/01/04	14	CM	05/09/11	14	CM
3	AP	02/07/07	15	CM	07/22/11	15	CM
4	AP	02/07/07	16	CM	08/04/11	16	CM
5	AP	02/07/07	17	CM	08/04/11	17	CM
6	AP	02/07/07	18	CM	08/04/11	18	CM
7	AP	02/07/07	19	CM	08/04/11	19	CM
8	AP	02/07/07	20	CM	08/04/11	20	CM
9	AP	02/07/07	21	CM	08/04/11	21	CM
10	AP	02/07/07	22	CM	08/04/11	22	CM

The 2021 Zoning Map was adopted by ordinance 22-16-O On April 13, 2022 by the Countryside City Council.

"This zoning map is provided in accordance with State of Illinois requirements. The map is a graphic representation of the zoning of the property in the City of Countryside. While every attempt is made to keep the zoning map accurate and up to date, it should be used for reference only. The zoning information contained herein is retrieved from the zoning ordinances on file with the City Clerk."



CITY OF COUNTRYSIDE - GRANT SUMMARY (AS OF 12-31-22)

Exhibit D

Grant Name	Fiscal Year	Amount Applied	Amount Awarded	Amount Received		Total Project	Status
				Through 12/31/2022	City Match		
CDBG 2020	2021	100,000	100,000	-	30,000	130,000	Awarded
Invest in Cook County	2021	187,906	90,000	90,000	-	90,000	Completed
ITEP Streetscape Project - Construction	2021	1,899,612	983,073	892,040	245,768	1,228,841	Awarded
ITEP Streetscape Project - Engineering	2021	423,788	319,200	291,628	79,800	399,000	Awarded
ITEP Bike Path Project - Construction	2021	691,750	691,750	562,164	173,250	865,000	Awarded
ITEP Bike Path Project - Engineering	2021	296,800	296,800	161,882	74,200	371,000	Awarded
Rebuild Illinois Bond Funds Grant Program	2021	388,504	388,504	129,501	-	388,504	Awarded
Illinois Clean Energy Community Foundation	2021	1,000,000	1,000,000	600,000	1,024,811	2,024,811	Awarded
IL Law Enforcement Training Standards Board (In-Car Camera Program)	2021	37,488	37,488	36,089	6,899	42,988	Completed
CARES Act Federal Pass-through from Cook County	2021	-	180,518	180,518	-	180,518	Completed
FEMA/IEMA Public Assistance Grant Program	2021	TBD	TBD	-	TBD	TBD	Awarded
STP - Local Cost of IDOT's East Av. Project	2021	333,874	333,874	-	111,291	445,165	Awarded
STP - Local Cost of IDOT's 55th Street Widening	2021	1,028,642	1,028,642	-	832,863	1,861,505	Awarded
STP - Joliet Road Shared Use Path	2021	582,000	582,000	-	198,000	780,000	Awarded
IL Dept of Human Services (DHS) - Tobacco Enforcement	2021	1,980	1,980	-	-	1,980	Awarded
IDOT Traffic Safety	2021	36,890	36,890	19,125	-	36,890	Completed
<b>TOTALS:</b>		<b>7,009,234</b>	<b>6,070,718</b>	<b>2,962,947</b>	<b>2,776,882</b>	<b>8,846,201</b>	
CDBG 2020	2022	100,000	100,000	100,000	30,000	130,000	Completed
Invest in Cook County (Brainard Av. Bike Path Project)	2022	187,906	90,000	90,000	-	90,000	Completed
ITEP Streetscape Project - Construction	2022	1,899,612	1,430,800	1,430,800	357,700	1,788,500	Completed
ITEP Streetscape Project - Engineering	2022	423,788	296,690	296,690	74,173	370,863	Completed
ITEP Bike Path Project - Construction	2022	691,750	691,750	691,750	173,250	865,000	Completed
ITEP Bike Path Project - Engineering	2022	296,800	296,800	296,800	74,200	371,000	Completed
Rebuild Illinois Bond Funds Grant Program	2022	388,504	388,504	323,755	-	388,504	Awarded
Illinois Clean Energy Community Foundation	2022	1,000,000	1,000,000	600,000	1,024,811	2,024,811	Awarded
IL Law Enforcement Training Standards Board (Body Camera Program)	2022	12,530	12,530	12,530	14,205	26,735	Completed
FEMA/IEMA Public Assistance Grant Program _COVID 1 Project	2022	38,782	38,782	38,782	-	38,782	Completed
American Rescue Plan Act (ARPA)	2022	806,557	806,557	403,965	-	806,557	Awarded
IEPA Grant - Fuel Tank Clean Up No Further Remediation (NFR)	2022	30,711	30,711	30,711	37,549	68,260	Completed
IL Dept of Human Services (DHS) - Tobacco Enforcement	2022	1,870	1,870	1,870	-	1,870	Completed
IDOT Traffic Safety	2022	37,820	37,820	25,144	-	25,144	Completed
MWRD - Green Infrastructure Partnership Program	2022	325,000	325,000	-	274,233	599,233	Awarded
Eligo Energy - Civic Contribution Green Aggregation Program	2022	43,176	43,176	34,980	-	-	Awarded
ComEd Green Region Openlands Grant Program	2022	7,160	7,160	7,160	75,410	82,570	Completed
STP - Local Cost of IDOT's East Av. Project	2022	333,874	333,874	-	111,291	445,165	Awarded
STP - Local Cost of IDOT's 55th Street Widening	2022	1,028,642	1,028,642	-	832,863	1,861,505	Awarded
STP - Joliet Road Shared Use Path	2022	582,000	582,000	-	198,000	780,000	Awarded
ITEP - Joliet Road Shared Use Path	2022	2,000,000	2,000,000	-	500,000	2,500,000	Awarded
Invest in Cook County - Joliet Road Shared Use Path	2022	110,000	110,000	-	-	110,000	Awarded
<b>TOTALS:</b>		<b>10,346,482</b>	<b>9,652,666</b>	<b>4,384,937</b>	<b>3,777,685</b>	<b>13,374,499</b>	
American Rescue Plan Act (ARPA)	2023	806,557	806,557	806,557	-	806,557	Completed
Illinois Clean Energy Community Foundation	2023	1,000,000	1,000,000	1,000,000	1,024,811	2,024,811	Completed
Rebuild Illinois Bond Funds Grant Program	2023	388,504	388,504	388,504	-	388,504	Completed
IL Dept. of Human Services (DHS) - Tobacco Enforcement	2023	1,870	1,870	1,870	-	1,870	Completed
Eligo Energy - Green Aggregation Program Civic Contribution	2023	43,176	43,176	43,176	-	-	Completed
Illinois Bike Walk Learnig Collaborative (IBWLC) Active Transportation	2023	500	500	500	-	-	Completed
IDOT Traffic Safety	2023	35,960	35,960	18,318	-	18,318	Awarded
US Dept of Justice - Northern/MidStates Rural Law Enforcement Program	2023	39,830	39,830	-	-	-	Awarded
DCEO Operating Grant	2023	40,000	40,000	-	12,000	62,000	Awarded
MWRD - Green Infrastructure Partnership Program	2023	325,000	325,000	-	274,233	599,233	Awarded
STP - Local Cost of IDOT's East Av. Project	2023	333,874	333,874	267,099	111,291	445,165	Awarded
STP - Local Cost of IDOT's 55th Street Widening	2023	1,028,642	1,028,642	-	832,863	1,861,505	Awarded
STP - Joliet Road Shared Use Path	2023	582,000	582,000	-	198,000	780,000	Awarded
ITEP - Joliet Road Shared Use Path	2023	2,000,000	2,000,000	-	500,000	2,500,000	Awarded
Invest in Cook County - Joliet Road Shared Use Path	2023	110,000	110,000	-	-	110,000	Awarded
<b>TOTALS:</b>		<b>6,735,913</b>	<b>6,735,913</b>	<b>2,526,024</b>	<b>2,953,198</b>	<b>9,597,963</b>	

**Public Properties Maintained by Department of Public Works**

1. 719 Building, Annex Building, "Old" City Hall, and Pump House
2. 55<sup>th</sup> Street Parkways - Madison to Catherine
3. Madison Ave Parkway 55<sup>th</sup> Street to Plainfield Road (east side)
4. Brancato Park
5. Holland Park
6. Countryside Park
7. 61<sup>st</sup> Street parkway along Countryside Park
8. City Park
9. Srejma-Michalek Memorial Park
10. DPW grounds
11. Ideal School Tot Lot and grounds around Tennis Courts
12. Ideal School (field)
13. 59<sup>th</sup> Street dead end
14. 59<sup>th</sup> Street drainage ditch east of LaGrange Road
15. Parkways on south end of Constance Lane
16. Parkway at Golfview & Cantigny (island)
17. Woodland Ridge Park from entrance all through and in retention basin area, and parkways by vacant lot (also around sign etc.) and tot-lot
18. Hill (71<sup>st</sup> place on the west side of Willow Springs Road)
19. Parkway on South East Court
20. Parkway on North East Court
21. Alley north of Plainfield between Catherine and Ashland
22. 58<sup>th</sup> Street Parkway at East Avenue and along ditch enclosure fence to grate
23. 7<sup>th</sup> Avenue Parkway north of 56<sup>th</sup> Street to barricade
24. 71<sup>st</sup> Place parkway west of Willow Springs Road
25. Ward 2 Lift Station
26. Dead Ends (barricades) Madison, Ashland, & Catherine
27. Fire hydrants on south Brainard
28. Fire hydrants on the 5<sup>th</sup> Avenue Cutoff
29. Ditch enclosure from LaGrange Road to East Avenue (on 9<sup>th</sup> Avenue)
30. Alleys on west side LaGrange Road Between 55<sup>th</sup> and 56<sup>th</sup> Street
31. Triangle ditch 55<sup>th</sup> Place to end of fence
32. Parkways east of Catherine on the north side of Plainfield Road
33. South Brainard ditch
34. Kensington Arms parkway
35. Vacant property behind the City's Water Tower
36. Vacant area next to Countryside Park (used for community gardens)
37. Brainard Avenue parkway north of Longview Avenue
38. 5421 Kensington (grass alley)
39. Andrew Whiting Memorial Park
40. Median islands on LaGrange Road between 55<sup>th</sup> Street and Plainfield Road
41. LaGrange Road from 60<sup>th</sup> Place to Joliet Road (parkway)
42. Municipal Complex
43. Brainard Avenue bike path parkway Joliet Road to 55<sup>th</sup> Street
44. 71<sup>st</sup> Street sound wall (west of Willow Springs Road) and (east of Willow Springs Road)